

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

HR COMMITTEE MEMBERS PRESENT: Marsik Frohling, Greshay, Schmidt, and Duchac

Minutes of the regular meeting of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, January 3, 2017 at 11:00 a.m. in meeting room 4C, located on the fourth floor of the Administration Building.

ALSO PRESENT: Sarah Eske, Human Resources Director; Jim Mielke, County Administrator; Tonia Mindemann, Assistant Human Resources Director; Angi Zilliox, Human Resources Specialist.

Meeting called to order by Marsik at 11:00 a.m.

Roll call was taken. All members present.

Eske verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Duchac. Motion carried.

Marsik asked if anyone present had any public comments. None

Schmidt indicated that a change needed to be made to the minutes of the regular meeting minutes of December 20, 2016, specifically who seconded the motion and the action taken regarding the agenda item for the consideration of a pay increase to the Bailiff position. Eske indicated the change will be made and the minutes will be brought back at the next meeting for approval. Motion by Duchac to approve the minutes of the closed session meeting of the December 20, 2016 meeting of the Human Resources and Labor Negotiations Committee. Second by Schmidt. Motion carried.

Eske indicated that the discussion and consideration of resolution to carry over funds from the 2016 budget to the 2017 budget for funding phase two (2) of the health insurance study will be on the next agenda due to the inability to concur with Corporation Counsel.

The Committee reviewed the Personnel Requisitions. Mielke recommended approval of these requests.

One (1) Billing Clerk L.T.E. (extension)	Human Services and Health
One (1) Support Staff Intake L.T.E. (extension)	Human Services and Health

Motion by Frohling to approve the Personnel Requisitions as presented. Second by Duchac. Motion carried.

The Committee reviewed the Personnel Requisitions. Mielke recommended approval of these requests.

One (1) Bailiff (part-time <20)	Clerk of Courts
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Motion by Greshay to approve the Personnel Requisitions as presented. Second by Schmidt. Motion carried.

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The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE - Wendy K. Gubin, Economic Support Specialist I, Human Services, \$16.83, DC04, ST01, 1/09/2017; Nora A. Bentz, Correctional Officer, Sheriff, \$18.59, DC05, ST01, 12/20/2016; Justen S. Kitzman, Correctional Officer, Sheriff, \$19.12, DC05, ST02, 12/20/2016; Kurt J. Weber, Correctional Officer, Sheriff, \$18.59, DC05, ST01, 12/20/2016. RECLASSIFICATION - Amanda R. Higgins, Elder Benefit Specialist III, Human Services, \$23.72, DC07, ST03, 12/14/2016; Victoria L. Rahn, Account Clerk II –Public Health, Human Services, \$19.31, DC05, ST02, 1/09/2017; Ashley R. Schabel, Economic Support Specialist Lead, Human Services, \$20.72, DC06, ST01, 1/03/2017. STEP INCREASE- Susan K. Whiting, Account Clerk III, Child Support, \$20.19, DC04, ST08B, 02/23/2017; Rachel E. Davison, Legal Secretary I, Corporation Counsel, \$17.01, DC03, ST06, 1/28/2017; Joseph M. Meagher, Emergency Management Deputy Director, Emergency Management, \$29.58, DC09, ST05, 1/25/2017; Wallace A. Fett, Foreman – East, Highway , \$26.54, DC07, ST07B, 2/01/2017; Erin E. Bussian, Senior Social Worker LTS/APS, Human Services, \$30.58, DC08, ST10A, 2/08/2017; Stephanie M. Levenhagen, HS Supervisor Aging/Nutrition/Transp., Human Services, \$30.93, DC08, ST10B, 2/05/2017; Nathan J. Olson, Senior Planner, Land Resources & Parks, \$31.63, DC08, ST11B, 2/11/2017; Patrick J. Schoebel, Medical Examiner, Medical Examiner, \$33.05, DC10, ST07B, 12/19/2016; Trace D. Frost, Patrol Captain, Sheriff, \$40.71, DC12, ST10B, 2/06/2017; Bruce C. Harned, Correctional Officer, Sheriff, \$25.74, DC05, ST14B, 1/24/2017.

The Committee reviewed the Orientation Period Reports as presented.

Committee Member Report: None

HR Director's Report:


- a) Disciplinary Actions: None to Report
- b) Grievances and Arbitrations: None to Report


Future Agenda Items: Approve minutes of the regular session meeting of the December 20, 2016 meeting, ETF Insurance Board Report, Vehicle Marking Policy, Worker's Compensation update and meeting notices.

Future Meeting Dates: It was the consensus of the Committee to move the February 7, 2017 meeting due to scheduling conflicts to February 6, 2017 at 10:30 a.m.

The next scheduled meetings of the Human Resources and Labor Negotiations Committee are regular meetings on **January 17, 2017 at 9:00 a.m. and February 6, 2017 at 10:30 a.m.** which will be held in room 4C of the Administration Building.

Meeting adjourned by order of the Chairperson at 11:20 a.m.


Richard Greshay, Secretary


Joseph Marsik, Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.